

**River Oaks Association**  
**Outside Storage Building Approval Worksheet**  
(Phase 5 covenants do not allow for outside storage buildings.)  
Revised 2.16.22

**Plan Submission** – A picture or artist’s rendition of the outside storage building must be submitted to the River Oaks Association Trustees at [RiverOaksHOAHeath@gmail.com](mailto:RiverOaksHOAHeath@gmail.com) along with a drawing that includes the dimensions of the lot it will be placed on and the outside storage building’s dimensions and location on the lot (dimensioned) along with this completed worksheet. Note: The City of Heath’s ordinance 1151.13 requires a minimum setback for accessory buildings of 6’ from lot lines in an R District.

1. **Initial Plan Review** – The Plan Review and Compliance Committee (PR&CC) will review the submission and recommend to the trustees either approval or rejection of the project.
2. **Trustee Review** - If approved by the PR&CC and trustees, the submitter will receive an email noting approval from the trustees. If rejected, an email will be sent to the submitter, no more than 10 days (Phase 8 – “10 business days”) from the date a **complete set of plans** was submitted explaining the reason for the rejection.
3. **Installation** - Property owners will have **60** days to complete the construction as approved or approval will be considered rescinded and any partial construction required to be removed from the lot.

**Outside Storage Building Checklist**

\_\_\_\_ Contact information: Name \_\_\_\_\_ Mailing Address \_\_\_\_\_  
Lot # \_\_\_\_ Phase # \_\_\_\_ Phone # \_\_\_\_\_, E-mail \_\_\_\_\_  
\_\_\_\_ Manufacturer \_\_\_\_\_, Style \_\_\_\_\_  
\_\_\_\_ Roof pitch (A minimum of 5/12) \_\_\_\_\_  
\_\_\_\_ Shingles \_\_\_\_\_ (Must match existing on house)  
\_\_\_\_ Color \_\_\_\_\_ (Same color as house or a complementary color)  
\_\_\_\_ Materials \_\_\_\_\_ (Suitable for outside application)  
\_\_\_\_ Outside storage building will be \_\_\_\_’ x \_\_\_\_’ (Should be proportionate to house)  
\_\_\_\_ Skirt must be installed to match color of outside storage building.  
\_\_\_\_ Direction of water runoff if drainage is affected

**Notes:**

- Lot pins must be identified before approval can be given.
- Have you called OUPS at 1-800-362-2764 to check for underground utilities?
- Screening/landscaping may be a condition of approval. If Screening is determined to be needed by committee or trustees, it must be installed before installation is considered complete.
- Property owner is responsible for contacting the Licking County Building Code Department and the City of Heath Building & Zoning Department to obtain any and all permits necessary for the construction of the submitted project. All drawings and information submitted for the permitting process shall be included as part of the submittal to the River Oaks PR&CC.

Owner’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_